



Nederland Community Library District Board of Trustees Meeting Minutes

September 23, 2020

The meeting was called to order at 7:04 p.m.

ROLL CALL

Present: Annie Thayer, Lisa Ryder, Scarlett Ponton de Dutton, Rick Rudstrom, Russ Paneton, Benjamin Teitelbaum

Library Director: Elektra Greer

Library Foundation Representative: Jannette Taylor

Patron Services Supervisor: Mike Sivcovich

Guest, prospective board member: Scott Papich

Absent: Karen Fletcher

MINUTES

Minutes from 8/26/20 approved unanimously

PUBLIC COMMENT

REPORTS

Foundation Liaison

*Two new members, and more interested

*New technique of packaging helped jumpstart sales at farmer's market. Ca. \$1500 in book sales raised across four recent events

*Foundation is optimistic about the future

Treasurer

* As of August 31, 2020 checking/savings totaled \$495,402, of which we had \$15,936 in Checking, \$318,791 in Savings, \$82,390 in our Reserve Fund, \$50,000 in land development fund, and \$30,000 in our long-term maintenance fund.

*August 2020 total income was \$10,075 of which \$7,643 was from total Property Tax Revenue, and \$2,241 was from total Specific Ownership Tax.



*August 2020 expenses totaled \$26,288. Of that, expense categories exceeding \$1,000 were: \$3,630 for books and materials, \$1,085 for maintenance, \$1,300 for Director moving expenses (final payment), \$1,193 for payroll taxes, \$15,415 for wages, and \$1,374 for Program Development.

*Net income for August was -\$16,213. Net income year to date was \$239,287.

Director

(Library Usage)

*Appointment- only library usage: Small decrease in numbers (average about 14 per day), Thursday evening hours have picked up in numbers a bit, but we've had no families interested in our "pod" learning space. BVSD is moving into phased re-opening, and we will be watching that closely.

*Curbside (derived from circulation numbers): We are down this past month; DVDs and Children's materials not bouncing back yet (approx. 1,993 circulations)

*Downloadable materials: Negligible change; (600+); only 5 new users this month were added

*Youtube views: weekly average is slightly down for this month; we will be launching another of our "signature" Ned videos soon, which seem to gain the most traction.

*Although our numbers dipped this month, in relation to peer libraries, we are above average overall with circulation.

*We are beginning to expand our virtual programming and will launch a few virtual booktalks this month, with different subject areas, to see if there is community interest.

*Families have asked for in-person Friday story times; we will wait and see what happens with BVSD re-opening with K-2nd grades and then possibly phase-in some small-group children's programs. I think it would lift staff spirits (and definitely our circulation numbers) if we could manage small-group programs. We will need to require registration and will follow all BoCo Public Health guidelines. Some staff (not the majority) are concerned about increasing COVID risks.

*We have added a lot of great information resources to our website's e-resources drop down menu, including ones to help people navigate, legal information, public health and news sources. We are working on some short informational videos to accompany these.

*The Library has been working on shifting periodical renewals to a subscription service called Rivistas. It doesn't have a fee (the service makes their money on the subscription side) and I had resisted doing it as long as we had volunteers able to help out, but without our volunteers, we needed to look at a new process.

(Human Resources)



*Core staff have been involved with some great professional development this past month (Charlie received a scholarship to attend Colorado Association of Libraries conference; Mike has been involved with Boulder County *Communities That Care* Program (working with youth who are at-risk), Elektra has been accessing a Legal Materials for Information Professionals course through Library Juice Academy and will also be attending the Association of Rural and Small Libraries Conference (virtual)next week.

*With volunteers still not wanting to work during our open hours, we are continuing to need to staff more library assistant hours than in the past, so personnel costs have not decreased in proportion to our reduced hours. We are still under-budget overall for the year, but I need to keep an eye on personnel costs if we expand hours without having volunteers coming back to help out.

*I will begin working on end-of-year staff reviews and 6-month reviews (for our new hires) these next two months. Clearly, staff work plans changed a lot from goal setting last year!

(Facility)

*Our heating did not work during the cold spell earlier this month and it turned out our supply fan and boiler pump #3 were not operating. Control Service Center had to order a part and make a service call, the resulting charge being \$1,504.09. The library had just had a preventative maintenance service call two weeks prior (we have them quarterly at \$800/each) and so I'm researching if this is something that could have been flagged before it stopped working.

*With such high demand for licensed tradespeople in the mountain area, the library is still having difficulty finding a responsive electrician; we have several interior and exterior issues that need to be looked at.

NEW BUSINESS

*"Tea with Trustees"; the library hosting (not facilitating) a monthly, informal "Q & A's" with BOT and Town Department Staff.

*November 2020 Election, local issues to be aware of:

- Colorado Amendment B, Gallagher Amendment Repeal and Property Tax Assessment Rates Measure (2020)
- Gilpin Library Mill Levy Election
- January 2021 NCL 10 year Anniversary---ideas for celebration

OLD BUSINESS

*NCL Strategic Plan, review changes

*Library digital signage—updates

*East Library Property development—Discuss community engagement process and geodesic dome greenhouses (<https://growingspaces.com/>)

NEW BUSINESS (CON'T)

Scott Padich departs ca. 8:00



RR motioned, SP seconded to bring Scott Padich onto board. Unanimous approval.

ADJOURNMENT

RR moved to adjourn the meeting at 8:18